

# DCRT Outside Account Authorization Interagency Agreement

DCRT Account No.

**Return this form to:**

TASC, DCRT  
National Institutes of Health  
Building 12A, Room 1017  
12 SOUTH DR MSC 5605  
BETHESDA, MD 20892-5605

For assistance call (301) 594-3278 (301-594-DCRT).

**Policy:**

All use will be in accordance with DCRT Standard Operating Procedures as expressed in the User's Guide and other technical publications. Use will be on a time-available basis subject to NIH's production requirements.

This agreement is of the nature of an interagency agreement in accord with 31 U.S. Code 1535.

**Purpose:**

- |  |  |
|--|--|
| <input type="checkbox"/> Open a new account  | <input type="checkbox"/> Obtain a box number                               |
| <input type="checkbox"/> Register users      | <input type="checkbox"/> Authorize additional users on an existing account |
| <input type="checkbox"/> Registered initials | <input type="checkbox"/> Other:  |
| <input type="checkbox"/> Project initials    |  |
| <input type="checkbox"/> Storage initials    |  |
| <input type="checkbox"/> Public initials     |  |

**A. Individual Responsible for Account (Sponsor)**

Name	Area Code and Phone No.	Agency Name
Title	Agency Address	
Alternate Sponsor's Name		

**B. Users****DCRT Use Only**

Name	Phone No.	Registered Initials
Address		Box
Name	Phone No.	Registered Initials
Address		Box
Name	Phone No.	Registered Initials
Address		Box
Name	Phone No.	Registered Initials
Address		Box
Name	Phone No.	Registered Initials
Address		Box

**C. Authorization**

Sponsor's Signature

DATE

**D. New Accounts Only**

Description of Services Requested

Project Title

Financial Officer Responsible for Receiving and Paying Bills (*Name*)

Phone No.

Address

HHS Users: Give Common Acct No.

Agency Location Code

Internal Agency Reference (*Agreement no., purchase order no., etc.*)**E. Authorization to Commit Funds of Requesting Agency**

Signature	Title	Phone No.
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**F. DCRT/NIH Acceptance**

Signature	Title	Phone No.
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